

THE CONTRACTOR	
1. Full name of contractor: Address: Business: Private: Telephone/ Mobile No: Email: PIN No:	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
2. How long has the Contractor been established?	

3. What are the principal contracts completed by the Contractor within the past few years:-
(N/B: Attach an additional sheet if necessary)

For whom undertaken	Name and Address Architect or Surveyor	Nature of work	Amount	Date

4. What is the position in relation to any other principal contracts the contractor has in hand:-
(N/B: Attach an additional sheet if necessary)

For whom undertaken	Name and Address Architect or Surveyor	Amount	Present position and date fixed for completion

5. (a) Has the contractor, or in case of a firm any partner or Director, ever been bankrupt or compounded with his creditors ? (b) If so, state date and whether now discharged also give name and address	(a) (b)
6. Has the Contractor, or in the case of a firm any Partner or Director, proposed to any other Company, firm or individual for the bond required in connection with this contract? If so (a) give full name and address of the proposed Guarantor and (b) state result of the application	(a) (b)
7. Has the contractor or any Partner or Director ever had a proposal of this kind declined? If so, on what grounds? (Particulars should be given	
8. What is the name and address for the purpose of reference of:- (a) The Contractor's Bankers? (b) A Merchant from whom the Contractor usually obtains materials?	(a) (b)

9. Particulars of the Contractor's insurance (policy no.)	Company	Amount
Fire		
Employers Liability		
Third Party		
Motor Vehicles		

THE CONTRACT

10. For whom is the Contract to be undertaken	
11. Nature of Contract (A copy of the Contract Agreement, General Conditions and Specifications should be forwarded for perusal)	
12. What personal experience has the Contractor had of this particular kind of Contract?	
13. Total amount of Contractor's tender	
14. Will any part of the Contract be in the hands of Sub-contractors? If so, please state (a) Name and Address (b) Work to be undertaken and value (c) How payment to Sub-Contractors will be made and the Contract conditions, if any, relating thereto	(a) (b) (c)
15. Particulars of other tenders submitted (if available)	
Name and address of Contractor	Amount of Tender

STATEMENT OF THE CONTRACTOR'S ASSETS AND LIABILITIES
as at the date of this proposal
(A copy of the Contractor's last audited Balance sheet should be attached)

Dr						Cr	
Borrowed on Property:						Freehold and Leasehold	
Property No. 1.....						Property No. 1.....	
" " 2.....						" " 2.....	
" " 3.....						" " 3.....	
" " 4.....						" " 4.....	
" " 5.....						" " 5.....	
Encumbrance on Plant or Stock						Approximate Value of plant	
						Share, Bonds, & c	
						Market Value	
Liability to Bank						Materials in stock	
Bills Payable.....						Bills Receivable.....	
Accounts Payable.....						Accounts Receivable	
Other Liabilities						Cash on Hand.....	
						Cash in.....	
					 Bank	
						Other Assets.....	
TOTAL LIABILITIES						TOTAL ASSETS.....	

I/We hereby declare that all the above answers are true and that the particulars given are correct.

Date: _____ Contractor's Signature: _____

Liability does not begin until this proposal has been accepted by the Insurance Company and the premium paid, except as provided by any official cover note issued by the Company. A specimen policy is available on request.